

**MEETING**

**BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE**

**DATE AND TIME**

**MONDAY 7<sup>TH</sup> OCTOBER, 2013**

**AT 7.00 PM**

**VENUE**

**HENDON TOWN HALL, THE BURROUGHS, NW4 4BG**

**TO: MEMBERS OF BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE (Quorum 3)**

Chairman: Councillor Hugh Rayner  
Vice Chairman: Councillor Brian Salinger

**Councillors**

Maureen Braun	Kath McGuirk	Barry Rawlings
Jack Cohen	Alison Moore	Andrew Strongolou
Brian Gordon	Rowan Quigley Turner	

**Substitute Members**

Geoffrey Johnson	Susette Palmer	Brian Schama
John Marshall	Lord Palmer	Alan Schneiderman

**You are requested to attend the above meeting for which an agenda is attached.**

**Andrew Nathan – Head of Governance**

Governance Services contact: Andrew Charlwood 020 8359 2014  
andrew.charlwood@barnet.gov.uk

Media Relations contact: Sue Cocker 020 8359 7039

**ASSURANCE GROUP**

## ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	Minutes of the Previous Meetings: i. 3 July 2013; and ii. 16 September 2013	1 - 10
2.	Absence of Members	
3.	Declaration of Members' Interests a) Disclosable Pecuniary Interests and Non Pecuniary Interests b) Whipping Arrangements (in accordance with Overview and Scrutiny Procedure Rule 17)	
4.	Public Question Time (if any)	
	<b>Call-in</b>	
5.	Any matters Referred by Members of the Committee relating to key decisions made by: <ul style="list-style-type: none"> <li>• Cabinet, 24 September 2013;</li> <li>• Cabinet Resources Committee, 24 September 2013; or</li> <li>• Any action taken by Cabinet Member(s) and /or Directors/Chief Officers under delegated powers (Executive Functions)</li> </ul>	
	<b>Councillor Calls for Action</b>	
6.	Councillor Calls for Action (Submitted in accordance with Overview and Scrutiny Procedure Rule 22) <i>(if any)</i>	
	<b>Business of the Committee</b>	
7.	Walksafe N14 Petition	11 - 16
8.	Saracens Event Day CPZ Review	To Follow
9.	Members' Item - Parking Policy (Councillor Alan Schneiderman)	To Follow

10.	Task and Finish Group Updates	To Follow
11.	Task and Finish Groups - Recommendation Tracking	17 - 40
12.	Business Management Overview and Scrutiny Committee Work Programme	41 - 50
13.	Any Other Items the Chairman Decides are Urgent	

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# Decisions of the Business Management Overview and Scrutiny Committee

3 July 2013

Members Present:-

AGENDA ITEM 1

Councillor Hugh Rayner (Chairman)  
Councillor Brian Salinger (Vice-Chairman)

Councillor Maureen Braun	Councillor Rowan Quigley Turner
Councillor Jack Cohen	Councillor Barry Rawlings
Councillor Brian Gordon	Councillor Andrew Strongolou
Councillor Alison Moore	Councillor Geoffrey Johnson (In place of Kath McGuirk)

Also in attendance

Councillor Richard Cornelius - Leader of the Council  
Councillor Daniel Thomas - Deputy Leader of the Council / Cabinet Member for  
Resources and Performance  
Councillor Dean Cohen – Cabinet Member for Environment

Apologies for Absence

Councillor Kath McGuirk

## 1. MINUTES

**RESOLVED that the minutes of the meeting held on 2 May 2013 be approved.**

## 2. ABSENCE OF MEMBERS

Apologies for absence had been received from Councillor Kath McGuirk who was substituted for by Councillor Geoffrey Johnson.

## 3. DECLARATION OF MEMBERS' INTERESTS

None.

## 4. PUBLIC QUESTION TIME

None.

## 5. MEMBERS' ITEM - YOUR CHOICE BARNET

The Committee noted that Mr John Sullivan had registered to make comments to speak in support of the Members' Item. In the event Mr Sullivan had been unable to attend the

meeting and there was no constitutional provision to allow a substitute to attend in his place.

Councillor Barry Rawlings presented his Members' Item which called for the Committee to establish a task and finish group review of Your Choice Barnet to include the following:

- Lessons learned from the outsourcing of the 'Your Choice' bundle of adults services to a Local Authority Trading Company;
- Review of the Business Plan including the financial model and the recent decision to downgrade staff;
- Taking evidence from parents and service users about their experience of the services;
- Taking evidence from staff and trades unions about the impact of the re-structure on services; and
- Seeking best practice from other councils and providers.

Councillor Rawlings advised the Committee that Your Choice Barnet were about to commence a consultation process and suggested that the Task and Finish Group review should link into this.

**RESOLVED that a Task and Finish Group be established to review Your Choice Barnet on the basis set out above with the review to be completed by early September 2013.**

## 6. CALL-INS

### **Cabinet Resources Committee, 24 June 2013**

The Committee considered the following decision of the Cabinet Resources Committee meeting held on 24 June 2013 and asked questions of the Deputy Leader of the Council / Cabinet Member for Resources and Performance in respect of the following:

<b>Decision Item:</b>	<b>Subject:</b>
<b>9</b>	<b>Report of the Deputy Leader of the Council / Cabinet Member for Resources and Performance</b> The Sale of the Council's Freehold interest in the former Hendon Football Club Ground and adjoining land at Claremont Road, Hendon NW2 1AE

## 7. MOTION TO EXCLUDE THE PRESS AND PUBLIC

That under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act (as amended).

**RESOLVED** that the exempt information set out in report which relates to the item for consideration at the meeting be taken into account by the Committee when reaching the decision regarding whether to refer the decision back to the decision maker.

**8. MOTION TO RE-ADMIT THE PRESS AND PUBLIC**

**RESOLVED** that the press and public be readmitted.

**9. CALL-INS**

The Committee reconvened in public session following consideration of exempt information in relation to the Sale of the Council's Freehold interest in the former Hendon Football Club Ground and adjoining land at Claremont Road, Hendon NW2 1AE.

**RESOLVED** that:-

- 1. Following consideration of the call-in from Councillor Jack Cohen, the decision relating to the Sale of the Council's Freehold interest in the former Hendon Football Club Ground and adjoining land at Claremont Road, Hendon NW2 1AE is not referred back to the Cabinet Resources Committee for reconsideration.**
- 2. Following consideration of the call-in from Councillor Alison Moore, the decision relating to the Sale of the Council's Freehold interest in the former Hendon Football Club Ground and adjoining land at Claremont Road, Hendon NW2 1AE is not referred back to the Cabinet Resources Committee for reconsideration.**

Councillor Brian Gordon requested that it be recorded in the minutes that he abstained from participating in the vote on the call-in the name of Councillor Alison Moore.

**Cabinet, 24 June 2013**

The Committee considered the following decision of the Cabinet meeting held on 24 June 2013 and asked questions of the Leader of the Council in respect of the following:

<b>Decision Item:</b>	<b>Subject:</b>
<b>6</b>	<b>Report of the Cabinet Member for Housing</b> Amendments to Housing Allocations Scheme and the Introduction of a Placements Policy

Following debate on this decision, Councillor Moore withdrew her call-in request.

**RESOLVED** that the Cabinet Member for Housing be requested to report the consultation findings on the proposed amendments to the Housing Allocations Scheme and the Introduction of a Placements Policy to a special meeting of the Committee to take place in advance of the Cabinet decision on 24 September 2013.

## Cabinet, 24 June 2013

The Committee considered the following decision of the Cabinet meeting held on 24 June 2013 and asked questions of the Leader of the Council and Cabinet Member for Environment in respect of the following:

Decision Item:	Subject:
5	<b>Report of the Cabinet Members for Resources and Performance, Environment, Housing, Safety and Resident Engagement, Customer Access and Partnerships and Planning and Regulatory Services</b>  Development and Regulatory Services (DRS): Selection of the Preferred and Reserved Bidder as the council's Strategic Partner to form a Joint Venture to deliver the DRS Services

### RESOLVED that:-

1. **Following consideration of the call-in from Councillor Alison Moore, the decision relating to the Development and Regulatory Services (DRS): Selection of the Preferred and Reserved Bidder as the council's Strategic Partner to form a Joint Venture to deliver the DRS Services is not referred back to the Cabinet Resources Committee for reconsideration**
2. **The Committee be provided with details of the Lessons Learnt Logs for each stage of the DRS project.**
3. **The Committee be provided with details of which types of services provided by the Joint Venture would be subject to VAT, Capital Gains Tax or Corporation Tax.**

### 10. **TASK AND FINISH GROUPS RECOMMENDATION TRACKING – EARLY INTERVENTION AND PREVENTION UPDATE**

At the meeting held on 2 May 2013, the Committee received updates on the progress made in implementing the recommendations made by a number of Task and Finish Groups, including the Early Intervention and Prevention (Children's Service) Task and Finish Group. Following consideration of the item the Committee resolved that they wished to revisit the RAG ratings for recommendations three and four of the Early Intervention and Prevention (Children's Service) and to consider the methodology for updates and RAG rating of Task and Finish Group recommendations.

In accordance with this request, the Interim Family Services Director, Jay Mercer, was in attendance to respond to the requests detailed above.

A Member raised a particular concern in relation to recommendation three which related to Nurture Groups. He informed the Committee that the recommendation had requested that Children's Services engage with all primary schools and identified that the original update had only specifically referred to four primary schools and three children's centres.



The Interim Family Services Director advised the Committee that at the time that the recommendation had been made (4 April 2012), the Children's Service had for some time been promoting Nurture Groups to all primary schools, through a regular meeting of all those interested. He advised the Committee that the decision to put resources into running a Nurture Group was a matter for headteachers and governors. In their day-to-day work with schools, Educational Psychologists would also recommend such groups to fit particular circumstances. It was noted that these groups would be further promoted at meetings with heads in the Autumn Term.

A Member also referred to recommendation four which related to Child and Adolescent Mental Health Services (CAMHS). He considered that CAMHS were a crucial element of the early intervention and prevention approach and suggested that the update provided no evidence that this was a priority. The Interim Family Services Director reported that discussions had taken place with Barnet, Enfield and Haringey Mental Health Trust at the time the recommendation was made (4 April 2012) and that the service was in the process of being re-commissioned, taking account of the high priority placed on it. He suggested that appropriate actions had been taken to implement the recommendations which supported the green RAG rating.

**RESOLVED that the issue of prioritising CAMHS be referred to the Education Overview and Scrutiny Committee for further consideration.**

**11. COUNCILLOR CALLS FOR ACTION**

None.

**12. BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME**

**RESOLVED that the Committee note the Forward Work Programme.**

**13. ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

None.

The meeting finished at 9.52 pm

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# Decisions of the Business Management Overview and Scrutiny Committee

16 September 2013

Members Present:-

Councillor Hugh Rayner (Chairman)  
Councillor Brian Salinger (Vice-Chairman)

Councillor Maureen Braun	Councillor Geoffrey Johnson (In place of Kath McGuirk)
Councillor Brian Gordon	Kanu Dave (Housing Co-optee)
Councillor Alison Moore	Maxwell Doku (Housing Co-optee)
Councillor Barry Rawlings	

Also in attendance:-

Councillor Tom Davey - Cabinet Member for Housing

Councillor Andreas Ioannidis  
Councillor Julie Johnson  
Councillor Zakia Zubairi

Apologies for Absence:-

Councillor Jack Cohen	Councillor Rowan Quigley Turner
Councillor Kath McGuirk	Councillor Andrew Strongolou

## 1. MINUTES OF THE PREVIOUS MEETING

The Chairman advised Members that the minutes of the meeting held on 3 July 2013 would be approved at the next scheduled meeting of the Committee on 7 October 2013.

## 2. ABSENCE OF MEMBERS

Apologies for absence had been received from:

- Councillor Jack Cohen who was absent on Council business;
- Councillor Rowan Quigley Turner;
- Councillor Kath McGuirk who was substituted for by Councillor Geoffrey Johnson;  
and
- Councillor Andrew Strongolou

## 3. DECLARATION OF MEMBERS' INTERESTS

None.

**4. PUBLIC QUESTION TIME (IF ANY)**

None.

**5. MEMBERS' ITEMS**

None.

**6. AMENDMENTS TO HOUSING ALLOCATIONS SCHEME AND THE INTRODUCTION OF A PLACEMENTS POLICY**

The Committee received public comments from Mr Julian Silverman in relation to the item.

The Committee welcomed Councillor Tom Davey, Cabinet Member for Housing, Paul Shipway, Head of Strategy and Performance, Kate Laffan, Head of Housing Options at Barnet Homes and Ian Helcke, Service Manager, Housing Needs at Barnet Homes who were in attendance to answer questions on the revised Housing Allocations Scheme and Placements Policy which had been updated following a public consultation process.

In introducing the item, Councillor Davey outlined that the Council were seeking to make the best use of limited housing stock and that the policy was seeking to minimise the issue of voids. The Committee were advised that the public consultation had shown that the public were broadly supportive of the policy, but that there were some concerns regarding what constituted a reasonable offer of accommodation.

A Member highlighted that of the 800 Barnet Homes tenants that had been sent the consultation documents, only 100 had responded. It was noted that more people had disagreed (47.8%) with the amendment of the scheme to one offer of accommodation only than had agreed (41.1%).

Councillor Davey advised the Committee that he supported the principle that people should live where they could afford to and that market forces should apply to social housing.

The Committee proposed that the Appendix 3 (Draft Placements Policy) be amended to make more explicit reference to religious needs, particularly Section 8 (How the Council will ensure it makes suitable offers of accommodation to discharge the full homeless duty), Test 3 (Suitability and property location and subjective circumstance of the applicant) under the heading 'Suitability and the consideration of any other subjective matters' to make specific reference to religious / cultural needs and places of worship.

A Member commented that he considered the current banding system should be abandoned and replaced with a choice based system. Officers advised the Committee that the Council were currently operating a system of assisted choice which had become unsustainable due to the lack of supply (currently 30% lower than April 2012).

The Committee noted that the Mayor of London's recent decision to set the new affordable rent amount at 80% of market rates would have a significant impact on low paid workers, including council employees. Councillor Alison Moore MOVED a recommendation that the Chairman be requested to submit an objection to the Mayor of

London on his recent decision to set the new affordable rent amount at 80% of market rates. Upon being put to the vote, the motion was LOST.

A Member made the following recommendations for minor amendments to the Cabinet report, Housing Allocations Scheme and Placements Policy:

- Appendix 2 (The Housing Allocations Scheme, September 2013) – under the ‘Procedure for Appeals and Reviews’ amend to refer to two working days instead of 48 hours.
- Appendix 3 (Draft Placements Policy) –Section 8 (How the Council will ensure it makes suitable offers of accommodation to discharge the full homeless duty), Test 3 (Suitability and property location and subjective circumstances of the applicant) under the heading ‘The suitability Regulations relating to location’ – amend section (c) to include proximity to carers.

The Cabinet Member for Housing agreed to the amendments set out above.

A Member queried whether there should be an additional bullet point at 9.21 of the Cabinet report. The Cabinet Member for Housing agreed to check this.

A Member suggested that under the definition of a community contribution should be amended to include parents who were looking after their own children under two and not just people who were involved in caring for other children under two on a voluntary basis.

A Member suggested that the decision to reduce the number of affordable houses on the West Hendon Regeneration Scheme had contributed to a reduction in supply. The Cabinet Member for Housing was requested to consider the impact of decisions regarding the provision of affordable housing in housing schemes on the availability of social housing more widely in the borough.

The Housing Co-opted Members expressed concern about the affordability of the private rented sector for housing applicants in light of increasing rents and benefit caps. The Cabinet Member for Housing advised the Committee that an offer in the private rented sector would only be made if this was an affordable solution for the applicant. He added that the supply was an issue for all London boroughs and that many authorities were discharging their housing duties outside of the borough.

**RESOLVED that:-**

- 1. The Committee recommend to Cabinet that Housing Allocations Scheme retain the option for applicants to refuse the first reasonable offer of accommodation and have a further choice from the property pool.**
- 2. The Committee recommend to Cabinet that the Housing Allocations Scheme retains the requirement for houses with gardens to be reserved for households with children under 10.**
- 3. The Cabinet Member for Housing be requested to provide details of the Council’s plans to develop social housing in the borough to the Housing Co-opted Members.**

**7. ADVANCED NOTICE OF EXECUTIVE DECISIONS**

**RESOLVED** that the Committee note the Forward Work Programme.

**8. BUSINESS MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME**

**RESOLVED** that the Committee note the Forward Work Programme.

**9. ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

None.

The meeting finished at 7.52 pm

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Meeting	Business Management Overview & Scrutiny Committee
Date	7 October 2013
<b>Subject</b>	<b>WalkSafeN14 Petition</b>
Report of Summary	Scrutiny Office This report provides Members with information relating to a petition signed by 2,365 residents submitted to the Council

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Officer Contributors	Andrew Charlwood, Overview & Scrutiny Manager Abigail Mendy, Overview & Scrutiny Officer
Status (public or exempt)	Public
Wards Affected	Brunswick Park
Function of	Business Management Overview and Scrutiny Committee
Enclosures	None
Contact for Further Information:	Andrew Charlwood, Overview and Scrutiny Manager, 020 8359 2014, <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a>

## **1. RECOMMENDATIONS**

- 1.1 That the Committee consider the petition received by the Council in relation to the N14 area, receive representations from the Cabinet Member and Chief Officer that have been called to give account with regard to the issues raised and determine an appropriate course of action (in accordance with the actions available to the Committee as detailed in section 8.3 of this report).

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Council, 15 April 2013, Report of the Constitution, Ethics and Probity Committee (Constitution Review) – Council adopted a revised petition scheme as part of the Constitution Review.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Overview and Scrutiny Committees, Panels and Task and Finish Groups must ensure that the work of Scrutiny is reflective of the Council's priorities.
- 3.2 The three key priorities set out in the 2013-16 Corporate Plan are: –
- Supporting families and individuals that need it – promoting independence, learning and wellbeing,
  - Improving the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study,
  - Promoting responsible growth, development and success across the borough.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 Failure to deal with petitions received from members of the public in a timely way and in accordance with the provisions of the Council's Constitution carries a risk of challenge for the authority and could damage its reputation.

## **5. EQUALITIES AND DIVERSITY ISSUES**

- 5.1 Pursuant to the Equality Act 2010 ("the Act"), the council, in the exercise of its functions, has to have 'due regard' to: (i) eliminating unlawful discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; (ii) advancing equality of opportunity between those with a relevant protected characteristic and those without; and (iii) fostering good relations between those with a relevant protected characteristics and those without. The relevant protected characteristics are age, race, disability, gender reassignment, pregnancy, and maternity, religion or belief, sex and sexual orientation. The 'protected characteristics' also include marriage. The duty also covers civil partnership, but to a limited extent.



- 5.2 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the role of the Committee is to perform the Overview and Scrutiny role in relation to:
- The Council's leadership role in relation to diversity and inclusiveness; and
  - The fulfilment of the Council's duties as employer including recruitment and retention, personnel, pensions and payroll services, staff development, equalities and health and safety.

## **6. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)**

- 6.1 None in the context of this report.

## **7. LEGAL ISSUES**

- 7.1 The Local Democracy, Economic Development and Construction Act 2009 introduced a requirement for the Council to have a petition scheme and to provide an e-petition system. The Localism Act 2011 revoked the requirement for local authorities to have a petition scheme and e-petition system.
- 7.2 Following implementation of the Localism Act 2011, the Council have revised their petition scheme (adopted by Council in April 2013) and the detailed scheme is set out in Section 6 of the Public Participation and Engagement section in the Council's Constitution.

## **8. CONSTITUTIONAL POWERS**

- 8.1 The scope of the Overview & Scrutiny Committees is contained within Part 2, Article 6 of the Council's Constitution.
- 8.2 The Terms of Reference of the Overview & Scrutiny Committees are set out in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution).
- 8.3 The Council Constitution, Part 4, Section 4, Public Participation and Engagement – paragraph 6.9 provides that:
- “Petitions which receive 2,000 signatures and over but less than 7,000 will be considered at the next available meeting of the Business Management Overview and Scrutiny Committee. Petitions are required to be received 15 days before the Committee meeting, and only one petition will normally be heard per meeting. The Committee Chairman will request that the relevant Cabinet Member and Chief Officer attend the meeting to be called to give account with regard to the issues raised. Details of the procedure to be followed at the meeting and the actions available to the Committee are set out below:
- i) Lead Petitioner is given five minutes to present the petition;
  - ii) Committee Members have an opportunity to ask questions of the Lead Petitioner;

- iii) Cabinet Member and Chief Officer respond to the issues raised in the petition;
- iv) Committee Members ask questions of the Cabinet Member and Chief Officer;
- v) The Committee will then consider the issues raised and the responses received and take one of the following actions:
  - Take no action
  - Note the petition
  - Make representations to the relevant Cabinet Member and Chief Officer on the issue(s) raised in the petition, detailing the Committee's view on the issue(s) and a recommended course of action. Such a representation requires a formal response to the Committee Chairman and Lead Petitioner within 20 working days
  - Instruct an officer to prepare a report for a future meeting of the Committee on the issues raised
  - Commission a committee report on the issue(s)
  - Commission a Task and Finish Group or Panel to consider the issue(s)"

## **9. BACKGROUND INFORMATION**

- 9.1 The petition submitted to the Council is titled 'WalkSafeN14' and includes the following statement:

"We the undersigned petition Barnet Council to ensure greater pedestrian safety in the Osidge area of Barnet along the route of Hampden Way, Chase Way, Arlington Road, Cecil Road and Burleigh Gardens, N14"

- 9.2 The following additional information has been submitted with the petition:

"Action needed:

1. Safe crossing on Hampden Way between junctions with Chase Way and Summit Way
2. Safe crossing on Chase Way between Cowper Road and Burleigh Gardens
3. Reduce speed limit to 20mph on Chase Way
4. Reduce speed limit to 20mph on Arlington Road
5. Reduce speed limit to 20mph on Burleigh Gardens
6. Reduce speed limit to 20mph on Cecil Road
7. Double yellow lines on all road junctions in the catchment area of Osidge School.
8. Better enforcement of parking regulations, particularly at start and end of the school day.

WalkSafe N14 has been set up by a group of local parents and residents to ask for road safety measures from Barnet Council.

Please show your support by signing our petition

Thank you.”

- 9.3 Total signatures, as taken from a combination of one paper petition (with 2076 signatures) and an e-petition (239 signatures), as of 12 July 2013. The paper petition and the e-petition have identical wording and are, therefore, considered as a single petition.
- 9.4 The Committee will follow the format prescribed by the Public Participation and Engagement rules as detailed in Section 8.3 above.
- 9.5 The Cabinet Member for Environment and the responsible officers have been invited to attend the Committee meeting to respond to the issues raised in the petition.

## 10. LIST OF BACKGROUND PAPERS

- 10.1 None.

<b>Cleared by Finance (Officer's initials)</b>	<b>JH/AD</b>
<b>Cleared by Legal (Officer's initials)</b>	<b>PM</b>

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<b>Meeting</b>	<b>Business Management Overview &amp; Scrutiny Committee</b>
<b>Date</b>	7 October 2013
<b>Subject</b>	<b>Task and Finish Groups / Scrutiny Panels – Recommendation Tracking</b>
<b>Report of Summary</b>	Scrutiny Office  This report provides the Committee with an update on the implementation of recommendations made by Overview & Scrutiny Task & Finish Group accepted by Cabinet.

<b>Officer Contributors</b>	Andrew Charlwood, Overview & Scrutiny Manager
<b>Status (public or exempt)</b>	Public
<b>Wards affected</b>	All
<b>Enclosures</b>	Appendix A – Contract Monitoring and Community Benefit Task and Finish Group Appendix B – Carbon Footprint Task and Finish Group Appendix C – Health and Social Care Integration Task and Finish Group
<b>For decision by</b>	Business Management Overview and Scrutiny Committee

Contact for further information:  
 Andrew Charlwood, Overview & Scrutiny Manager, Assurance Group – 0208 359 2014  
[andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

## **1. RECOMMENDATION**

- 1.1 That the Committee consider and comment on the progress made in implementing Task & Finish Group/ Scrutiny Panel recommendations accepted by Cabinet, as set out in the Appendices.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Cabinet Resources Committee, 4 April 2012, Contract Monitoring and Community Benefit Task and Finish Group
- 2.2 Cabinet, 4 April 2012, Carbon Footprint Task and Finish Group
- 2.3 Cabinet, 4 April 2012, Health and Social Care Integration Task and Finish Group

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Overview and Scrutiny Committees, Panels and Task and Finish Groups must ensure that the work of Scrutiny is reflective of the Council's priorities.
- 3.2 The three key priorities set out in the 2013-16 Corporate Plan are: –
- Supporting families and individuals that need it – promoting independence, learning and wellbeing,
  - Improving the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study,
  - Promoting responsible growth, development and success across the borough.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 Failure to monitor the progress made in implementing recommendations made by Task & Finish Groups and Overview & Scrutiny Panels which have been accepted by Cabinet carries a reputational risk to the authority through a failure to demonstrate the outcomes from Overview and Scrutiny work.

## **5. EQUALITIES AND DIVERSITY ISSUES**

- 5.1 Pursuant to the Equality Act 2010 ("the Act"), the council has a legislative duty to have 'due regard' to eliminating unlawful discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advancing equality of opportunity between those with a protected characteristic and those without; and promoting good relations between those with protected characteristics and those without. The 'protected

characteristics' are age, race, disability, gender reassignment, pregnancy, and maternity, religion or belief and sexual orientation. The 'protected characteristics' also include marriage and civil partnership, with regard to eliminating discrimination.

- 5.2 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the responsibility of the Committee is to perform the Overview and Scrutiny role in relation to:
- The Council's leadership role with respect to diversity and inclusiveness; and
  - The fulfilment of the Council's duties as employer including recruitment and retention, personnel, pensions and payroll services, staff development, equalities and health and safety.

## **6. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)**

- 6.1 Task and Finish Group reviews have the scope to consider value for money issues which identify how well the Council is managing and using its resources to deliver value for money and better and more sustainable outcomes for local people.
- 6.2 Where there are financial implications linked to recommendations, these are worked through using Delivery Unit existing budgets, as identified by the Task and Finish Group or Scrutiny Panel for Cabinet to consider alongside recommendations.

## **7. LEGAL ISSUES**

- 7.1 Under Section 21 of the Local Government Act 2000, the Council's executive arrangements are required to include provision for appointment of an Overview and Scrutiny Committee with specified powers, including the power to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive.

## **8. CONSTITUTIONAL POWERS**

- 8.1 The scope of the Overview & Scrutiny Committees is contained within Part 2, Article 6 of the Council's Constitution.
- 8.2 The Terms of Reference of the Overview & Scrutiny Committees are set out in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution).
- 8.3 Item 8 of Business Management Overview & Scrutiny Committee Terms of Reference states that its role is:

“To coordinate and monitor the work of scrutiny panels and task and finish groups, including considering reports and recommendations and referring to the relevant decision-making body.”

## **9. BACKGROUND INFORMATION**

- 9.1 As stated at paragraph 7 above, under Section 21 of the Local Government Act 2000, the Council’s executive arrangements are required to include provision for appointment of an Overview and Scrutiny Committee with specified powers, including the power to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive. In respect of the exercise of the Business Management Overview and Scrutiny Committee’s powers to coordinate and monitor the work of overview and scrutiny task and finish groups / scrutiny panels, it is good practice to monitor the progress and impact of recommendations made.
- 9.2 In May 2009, the council adopted a ‘Task and Finish Group’ approach to some of their Overview and Scrutiny work. Council agreed that Task and Finish Groups would be time-limited to ensure that recommendations were made to the relevant decision-making body in a timely manner. On the whole, Task and Finish Groups have completed their work over a three-month period. However, this timescale is flexible where circumstances mean that a review should be run over a shorter or extended period.
- 9.3 Since May 2009, a total of 18 Task and Finish groups and scrutiny panels have concluded their work on the following topics:-
- Enterprise in the Borough (3<sup>rd</sup> February 2010)
  - School Places Planning (3<sup>rd</sup> February 2010)
  - Advice Provision in the Borough (22<sup>nd</sup> February 2010)
  - Homelessness and Young People (12<sup>th</sup> April 2010)
  - Road Resurfacing (12<sup>th</sup> April 2010)
  - Recycling and Waste Minimisation (6<sup>th</sup> September 2010)
  - Remodelling Older People’s Housing with Support (20<sup>th</sup> October 2010)
  - Council’s Response to Cold Weather (20<sup>th</sup> October 2010)
  - Housing Allocations Overview and Scrutiny Panel (10<sup>th</sup> January 2011)
  - Domestic Violence (7<sup>th</sup> March 2011)
  - Fostering Recruitment (14<sup>th</sup> September 2011)
  - Secondary School Places Overview and Scrutiny Panel (9<sup>th</sup> January 2012)
  - Health and Social Care Integration (4<sup>th</sup> April 2012)
  - Early Intervention and Prevention Services (Children’s Services) (4<sup>th</sup> April 2012)
  - Contract Monitoring and Community Benefit (4<sup>th</sup> April 2012)
  - Carbon Footprint (4<sup>th</sup> April 2012)
  - Education Strategy Overview and Scrutiny Panel (18<sup>th</sup> June 2013)



- 9.4 In order for the Business Management Overview and Scrutiny Committee to have an effective oversight of the work of Task and Finish groups, it is important for council delivery units (or external bodies) to evidence the extent to which recommendations accepted by the Cabinet (or external agency) have been implemented. To this end, the Scrutiny Office requested that Delivery Units provide an update on the implementation of accepted recommendations at six-monthly intervals (from the date of reporting to Cabinet or external agency).
- 9.5 Updates are now due in relation to the following task and finish groups and overview and scrutiny panels:
- Contract Monitoring and Community Benefit Task and Finish Group
  - Carbon Footprint Task and Finish Group Task and Finish Group
  - Health and Social Care Integration Task and Finish Group
- 9.6 An update from delivery units in relation to the scrutiny panels/task and finish groups (referred to at 9.5 above) are set out in Appendices A to C. The Committee are requested to comment on information provided in the update report.
- 9.7 Information contained within this report will also be circulated to Members that served on the relevant task and finish. Those Members will be requested to feed back any comments that they have on the updates provided by delivery units to the Business Management Overview and Scrutiny Committee Chairman and Scrutiny Office. Any comments will be reported to the Committee to enable appropriate action to be taken.

## 10. LIST OF BACKGROUND PAPERS

10.1 None.

<b>Cleared by Finance</b>	<b>JH/AD</b>
<b>Cleared by Legal</b>	<b>SW</b>

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## Appendix B

**Key:**  
 Green = fully implemented  
 Amber = partially implemented  
 Red = no progress or significant delay in implementation

### Carbon Footprint Task and Finish Group (Cabinet, 4 April 2012)

Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
<p><u>Recommendation One</u>            That the Council considers providing further training in energy efficiency awareness to ensure that all staff who visit residents in their homes are able to offer advice and signposting on energy efficiency.</p>	<p><b>Amber</b></p>	<p><u>Cabinet resolution:</u>            1. To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Carbon Footprint, with the exception of:            (i) Recommendation 5, due to the time and resource implications for staff in the Environment, Planning and Regeneration directorate;            (ii) Recommendation 7, which comprised a recommendation to the Business Management Overview and Scrutiny Committee, and            (iii) Recommendation 6, which would only progress subject to a cost appraisal being completed for further consideration by the Cabinet Member for Environment.</p> <p><u>Update October 2012</u>            Discussions have taken place with the Energy Saving Trust and another potential training provider. It is anticipated that training sessions could be provided at an approximate cost of £300 for 50 staff.</p> <p><u>Update September 2013</u>            This activity is still under consideration.</p>	<p>Pam Wharfe –            EPR</p> <p>Michael Lai –            Group Manager,            Waste &amp;            Sustainability            Team</p>

**Key:**

Green = fully implemented

Amber = partially implemented

Red = no progress or significant delay in implementation

**Appendix B**

Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p><u>Recommendation Two:</u> The Communications Team devises a publicity campaign to promote energy efficiency and carbon emissions reduction, including links with national and other publicity opportunities, articles in Barnet First, and improved access to energy efficiency information on the council website.</p>	<p><b>Green</b></p>	<p><u>Cabinet resolution:</u> As set out above.</p> <p><u>Update October 2012</u> It is proposed that winter energy saving tips be included in the December 2012 issue of Barnet First. In addition social media messages will be issued, including messages to complement the council's Winter Well campaign. Updated information on energy efficiency will be included on the council website.</p> <p><u>Update September 2013</u> Previously green. No update required.</p>	<p>Pam Wharfe – EPR</p> <p>Sue Cocker – Communications Officer</p>

## Appendix B

**Key:**  
 Green = fully implemented  
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Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p><u>Recommendation Three:</u>            Building Control be recommended to prioritise and promote the delivery of higher standards of insulation when inspecting buildings to encourage homeowners to improve the energy efficiency of their homes and that the Cabinet Member for Planning lobby government to raise the building control standards for energy efficiency measures.</p>	<p><b>Green</b></p>	<p><u>Cabinet resolution:</u>            As set out above.</p> <p><u>Update October 2012</u>            Building Control officers will be proactive in advising customers on cost effective opportunities to improve the energy efficiency of their homes.</p> <p>It is not considered necessary at this stage for the Cabinet Member for Planning to lobby Parliament as there are timetabled proposals for the building regulations to be amended with regard to energy efficiencies. New homes would need to achieve an equivalent standard to the Sustainable Buildings Code of code 4 in 2013 and code 6 in 2016.</p> <p><u>Update September 2013</u>            Previously green. No update required.</p>	<p>Pam Wharfe –            EPR</p> <p>Joe Henry -            Acting Assistant Director of Planning &amp; Building Control</p>

**Key:**

Green = fully implemented

Amber = partially implemented

Red = no progress or significant delay in implementation

**Appendix B**

Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p><u>Recommendation Four:</u> The Cabinet Member for Planning considers a timetable for moving towards Level 4 of the Code for Sustainable Homes as part of the review of the Supplementary Planning Document on Sustainable Design and Construction.</p>	<p><b>Green</b></p>	<p><u>Cabinet Resolution:</u> As set out above.</p> <p><u>Update October 2012</u> The Draft SPD on Sustainable Design and Construction requires Code Level 4 for all residential schemes of 10 units or more. The Draft SPD will be subject to consultation in Autumn 2012 and is expected to be adopted in Spring 2013 and implemented thereafter.</p> <p><u>Update September 2013</u> Following adoption in April 2013 the SPD on Sustainable Design and Construction now requires Code Level 4 for all residential schemes of 10 units or more.</p>	<p>Pam Wharfe - EPR</p> <p>Nick Lynch – Planning Policy Manager</p>

Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p><u>Recommendation Five:</u> The Environment, Planning and Regeneration directorate establish an Officer Group by end of the financial year (2011/12)</p>	<p><b>N/A</b></p>	<p><u>Cabinet Resolution:</u> To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Carbon Footprint, with the exception of: (i) Recommendation 5, due to the time and resource implications for staff in the Environment, Planning and Regeneration directorate.</p>	<p>N/A</p>

## Appendix B

**Key:**  
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<p>within the Council to develop a strategy for Carbon emission reduction and to provide to the Business Management Overview and Scrutiny Committee a progress report in six months time.</p>		<p><u>Update October 2012</u>          No update required. Recommendation not accepted.</p> <p><u>Update September 2013</u>          No update required. Recommendation not accepted.</p>	
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<b>Recommendation to Cabinet (accepted)</b>	<b>Status</b>	<b>Information</b>	<b>Contact Officer</b>
<p><u>Recommendation Six:</u>            The Council be recommended to commission a desk study to assess where possible the viability of energy efficiency measures and renewable energy installations in Schools across the borough.</p>	<p>N/A</p>	<p><u>Cabinet Resolution:</u>            1. To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Carbon Footprint, with the exception of:            (iii) Recommendation 6, which would only progress subject to a cost appraisal being completed for further consideration by the Cabinet Member for Environment.</p> <p><u>Update October 2012</u>            Update to follow.</p> <p><u>Update September 2013</u>            Options to take this forward as part of Customer Support Group delivery will be considered.</p>	<p>N/A</p>

**Key:**

Green = fully implemented

Amber = partially implemented

Red = no progress or significant delay in implementation

**Appendix B**

Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p><u>Recommendation Seven:</u> The Business Management Overview and Scrutiny Committee set up a Task and Finish Group to look at Fuel Poverty in Barnet within the next six months, focusing on the prevalence of fuel poverty in the borough and the assistance available to support residents at risk.</p>	<p><b>N/A</b></p>	<p><u>Cabinet Resolution:</u> 1. To agree the recommendations of the Overview and Scrutiny Task and Finish Group on Carbon Footprint, with the exception of: (ii) Recommendation 7, which comprised a recommendation to the Business Management Overview and Scrutiny Committee.</p> <p><u>Update October 2012</u> The Committee considered proposals for Task and Finish Group reviews at their 18 April 2012 meeting. In the event, the Committee elected not to proceed with a review into Fuel Poverty. This review topic will remain on the list of possible review topics for consideration by the Committee at a future meeting.</p> <p><u>Update September 2013</u> No further update to be reported.</p>	<p>N/A</p>



Task and Finish Group Recommendation Update

**Health and Social Care Task and Finish Group – Cabinet, 4<sup>th</sup> April 2012**

Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officers
<p><u>Recommendation One</u></p> <p>Cabinet and the Health &amp; Well Being Board are requested to endorse the vision proposed by the Task and Finish Group for the integration of health and social care in Barnet, as set out in section 1. <i>(of the final report)</i></p>	<p><b>GREEN</b></p>	<p><u>Cabinet Resolution</u></p> <p>To agree the recommendations of the Overview &amp; Scrutiny Task and Finish Group on Health and Social Care Integration, with the exception of recommendation 4, which comprised a recommendation to the Business Management Overview and Scrutiny Committee.</p> <p><u>Update February 2013</u></p> <p>The Cabinet Resources Committee report from June 2012 endorsed the vision for the Health and Social Care Integration programme and approved £1.1m One Barnet funding for its implementation.</p> <p>In October 2012, a report was approved by the Barnet Health and Well-Being Board which outlined the Health and Social Care Integration Vision.</p> <p>As a consequence a Health and Social Care Integration Concordat was drafted and the October 2012 meeting of the Health and Social Care Integration Delivery Board all members signed up to the agreement.</p>	<p>Community and Well-Being Assistant Director, Mathew Kendal (Service Lead) / Adults and Communities Director, Dawn Wakeling (Sponsoring Senior Officer)</p>

		<p><b><u>Update September 2013</u></b></p> <p>This is now in the process of implementation through the One Barnet Health and Social Care Integration Programme. Projects are now underway developing integrated care for older people and for quality development in care homes. Multi-Disciplinary Case Working is now in place in the West of the borough for the most vulnerable older people known to the NHS and to social care. This model will be extended across the borough following the pilot phase. In addition, the council and Clinical Commissioning Group are developing an overarching service model for integrated care for frail older people in response to the government policy directive on integrated care published in June 2013. Therefore the vision has been embedded into the Council's approach to integrated care and the recommendation can be considered implemented.</p>	
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Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officer
<p><u>Recommendation Two</u></p> <p>Cabinet and the Health &amp; Well Being Board consider and agree the principles proposed by the Task and Finish Group for the integration of health and social care, as set out in section 2. <i>(of the final report)</i></p>	<p><b>GREEN</b></p>	<p><b><u>Cabinet Resolution</u></b></p> <p>To agree the recommendations of the Overview &amp; Scrutiny Task and Finish Group on Health and Social Care Integration, with the exception of recommendation 4, which comprised a recommendation to the Business Management Overview and Scrutiny Committee.</p> <p><b><u>Update February 2013</u></b></p> <p>The Cabinet Resources Committee report from June 2012 included the principles drawn up by the Task &amp; Finish Group and was approved. In October 2012, a report was approved by the Barnet Health and Well Being Board which included the principles underpinning the Health and Social Care Integration Programme. All principles in Section 2 are addressed by the Concordat.</p> <p><b><u>Update September 2013</u></b></p> <p>The principles have been incorporated into the concordat, which guides the development of all projects and new services in relation to integrated care. Therefore the principles have been embedded into the Council's approach to integrated care and the recommendation can be considered implemented.</p>	<p>Community and Well-Being Assistant Director, Mathew Kendal (Service Lead) / Adults and Communities Director, Dawn Waking (Sponsoring Senior Officer)</p>

Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officer
<p><u>Recommendation Three</u></p> <p>Cabinet and the Health &amp; Well Being Board consider and agree the recommendations on the approach to Health and Social Care Integration proposed by the Task and Finish Group as set out in section 3. (of the final report)</p>	<p><b>AMBER</b></p>	<p><u>Cabinet Resolution</u></p> <p>To agree the recommendations of the Overview &amp; Scrutiny Task and Finish Group on Health and Social Care Integration, with the exception of recommendation 4, which comprised a recommendation to the Business Management Overview and Scrutiny Committee.</p> <p>See <u>updates under each recommendation</u></p> <p><b>Timing</b></p> <ol style="list-style-type: none"> <li>1. Make a commitment to full integration in delivery and commissioning, but take a targeted approach at groups most likely to benefit first.</li> </ol> <p><i>Integrated care is in place for people with mental health problems and people with learning disabilities.</i></p> <p><i>Integrated care is being piloted for frail older people in the west of the borough, prior to roll out across the borough. This includes targeting those most at risk through risk stratification/case finding tools, care navigators and care</i></p>	<p>Family Services Director, Nicola Francis / Community and Well-Being Assistant Director, Mathew Kendal (Service Lead) / Adults and Communities Director, Dawn Waking (Sponsoring Senior Officer)</p>

	<p><i>managers working with those most at risk and full multi-disciplinary case planning. See recommendation 1 above for more information.</i></p> <p>2. Children's health &amp; social care should also be integrated where it will benefit children. However, this is likely to be more complex so should not be addressed first.</p> <p><i>Joint commissioning of children's health and social care is now operational, with an integrated team based in North London Business Park consisting of Clinical Commissioning Group and council staff. Implementation of service integration will be led by this unit, based in the Family Services Delivery Unit.</i></p> <p><b>Engage people during the change:</b></p> <p>3. Plan each integration carefully involving all partners (health, social care, councillors, private sector, voluntary groups, patient groups) and engaging with the people affected.</p> <p><i>The Health and Social Care Integration Delivery Board membership comprises all partner and provider organisations.</i></p> <p><i>Future consultation and engagement work with pilots and interventions will involve social care, health service, patient and voluntary groups.</i></p>	
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	<p><i>Engagement is also being undertaken on a project by project basis.</i></p> <p>4. Engage all partners equally. Integrated services need all the partners involved to engage fully in their creation. Management and leadership structures in the new service should not be dominated by one partner, but reflect all the partners and their professions.</p> <p><i>The Health and Social Care Integration Board is continuing to guide local integration, under the auspices of the Health and Wellbeing Board and is ensuring partner engagement. This recommendation can be considered implemented.</i></p> <p>5. Do not attempt too many changes at once or you will overwhelm staff. If you are redesigning an organisation, complete this before redesigning the process. This ensures those running the processes feel responsible for making them work.</p> <p><i>New initiatives have been carefully planned and are being monitored through a programme management approach to ensure the above doesn't happen. Current projects are following this cycle: design; pilot and test; evaluate and make changes if needed; roll out. Review. This can be considered implemented.</i></p>	
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	<p>6. The creation of integrated teams and services should not undermine professional development. This may mean dual management with a professional lead mentoring and developing staff, but day-to-day management being delivered by a team lead. Professionals need to agree what they can all do and what is reserved to each profession.</p> <p><i>Consultation and engagement is required both a local level with NHS and Social Care employers and at a national level with Royal Bodies and professional organisations to influence professional development routes and training, and recognise multi-skilled and integrated roles. These considerations will be made as part of the evaluation of the pilots, particularly the large-scale Frail and Elderly Pilot that uses multi-disciplinary teams and care navigators.</i></p> <p>7. Cultural change is very important and will take time to develop. Staff in integrated services should work together to agree: principles to govern their work, common language, how they will work together and share skills.</p> <p><i>This has been carefully planned and addressed in the development of the integrated care pilots, especially the older persons multi-disciplinary case conferencing and case planning work, which was developed by a group of multi-disciplinary staff.</i></p>	
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	<p><b>Clear responsibility for the change</b></p> <p>8. Leadership is critical. There should be a small group of named leaders responsible for the overall integration and each project needs clear leadership and accountability. All the partners involved need to be committed to the change and this commitment should be reflected at all levels of management.</p> <p><i>The members of the Health and Social Care Integration Board are Chief Exec or director level officers with clear leadership credentials. To ensure there is clear leadership, members of the board have undertaken to be sponsors of each Health and Social Care Integration Initiative. In addition, a core group of the statutory Director for Adults, the Director for People, the CCG Chief Officer and director/assistant director level staff are driving the overall programme. This recommendation can be considered completed.</i></p> <p>9. Set targets for delivering benefits from integration, establish who is responsible for them and monitor them.</p> <p><i>All projects in the integration programme go through a reviewing cycle of initial business case, full business case, benefits realisation, monitoring and reporting. Progress against targets and benefits are monitored monthly through a robust programme management approach, using a programme management office. The integration programme</i></p>	
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	<p><i>is part of the One Barnet Wave 2 Programme and is therefore monitored by the One Barnet programme management office and also reviewed by the leader and deputy leader on a periodic basis. This recommendation has been embedded into the creation of the integration programme and can therefore be considered implemented.</i></p> <p>10. Governance structures should support integration and represent all partners.</p> <p><i>The Health and Social Care Integration Board has been established to meet bi-monthly; it is supported by monthly meetings of the Health and Well Being Board Finance Group. The board reports to the Health and Well being Board and includes all partners. This recommendation can be considered completed.</i></p> <p>11. Ensure there is a mechanism in place to allow members an appropriate level of on-going scrutiny/monitoring of the integration process.</p> <p><i>A Central Programme Office has been established to provide this scrutiny and assurance to members. Member updates have also been given as part of the One Barnet programme: 2 evening briefing sessions have been held in 2012.</i></p>	
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	<p><b>Investment to enable integration</b></p> <p>12. Compatible IT systems that enable data sharing and shared workflow are a vital building block of integration. Invest to get the right systems across all partners.</p> <p><i>The council is working on an N3 connection which enables council IT to connect with the NHS records system. A business case for a local shared care record has been produced.</i></p> <p>13. Health and Social Care services should be co-located wherever possible.</p> <p><i>This is being addressed through the development of the overarching model for integration.</i></p> <p>14. Integrated services should be based in buildings that meet staff and users' needs. GP practices could act as hubs for health and social care service.</p> <p><i>This is being addressed through the development of the overarching model for integration.</i></p> <p>15. Ensure there is expert procurement advice to the integration projects, especially on any IT procurement. Have one procurement organisation supporting the integrated services; do not maintain a separate health and social care</p>	
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Appendix C

		<p>team. <i>Procurement has been led by one partner on behalf of all the projects.</i></p>	
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Recommendation to Cabinet (accepted)	Status (RAG)	Information	Contact Officer
<p><u>Recommendation Four</u></p> <p>The Business Management Overview and Scrutiny Committee consider and agree the proposal that the Task and Finish Group is given a longer term role in providing oversight to Health and Social Care Integration projects, as described in the Introduction. <i>(of the final report)</i></p>	<p><b>AMBER</b></p>	<p><u>Cabinet Resolution</u></p> <p>To agree the recommendations of the Overview &amp; Scrutiny Task and Finish Group on Health and Social Care Integration, with the exception of recommendation 4, which comprised a recommendation to the Business Management Overview and Scrutiny Committee.</p> <p><u>Update September 2013</u></p> <p>This recommendation was discussed with the Governance Service and the final view was that a reference group should be set up for the programme when it was properly established. This would include elected Members and also others (e.g. NHS Non-Executive Directors). Draft terms of reference for this group have been produced and the intention is to establish the group at some point after the overarching model is developed.</p>	<p>Adults and Communities Director, Dawn Wakeing (Sponsoring Senior Officer)</p>

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<b>Meeting</b>	Business Management Overview and Scrutiny Committee
<b>Date</b>	7 October 2013
<b>Subject</b>	<b>Business Management Overview &amp; Scrutiny Committee Forward Work Programme 2013/14</b>
<b>Report of</b>	Scrutiny Office
<b>Summary</b>	This report outlines the Committee’s work programme for 2013/14

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Officer Contributors	Andrew Charlwood, Overview and Scrutiny Manager
Status (public or exempt)	Public
Wards affected	All
Key Decision	No
Enclosures	Appendix A – Business Management Overview and Scrutiny Committee Work Programme 2013/14
Reason for urgency / exemption from call-in	N/A
Contact for Further Information:	Andrew Charlwood, Overview and Scrutiny Manager, 020 8359 2014 <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a>

## **1. RECOMMENDATION**

- 1.1 That the Committee consider and comment on the items included in the 2013/14 work programme of the Business Management Overview & Scrutiny Committee (Appendix A).**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1. The Overview and Scrutiny Committees must ensure that the work of Scrutiny is reflective of the council's priorities.
- 3.2. The three priority outcomes set out in the 2013 – 2016 Corporate Plan are;
- Promote responsible growth, development and success across the borough;
  - Support families and individuals that need it – promoting independence, learning and well-being; and
  - Improve the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 None.

## **5. EQUALITIES AND DIVERSITY ISSUES**

- 5.1 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the role of the Committee is to perform the Overview and Scrutiny role in relation to:
- The Council's leadership role in relation to diversity and inclusiveness; and
  - The fulfilment of the Council's duties as employer including recruitment and retention, personnel, pensions and payroll services, staff development, equalities and health and safety.

## **6. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)**

- 6.1 None in the context of this report.

## **7. LEGAL ISSUES**

- 7.1 None in the context of this report.

## **8 CONSTITUTIONAL POWERS**

- 8.1 The scope of the Overview and Scrutiny Committees is contained within Part 2, Article 6 of the Council's Constitution.
- 8.2 The Terms of Reference of the Scrutiny Committees are included in the Overview and Scrutiny Procedure Rules (Part 4 of the Council's Constitution).

## **9. BACKGROUND INFORMATION**

- 9.1 The Business Management Overview and Scrutiny Committee's Work Programme 2013/14 indicates items of business previously considered by the Committee and forthcoming items.
- 9.2 The work programme of this Committee is intended to be a responsive tool, which will be updated on a rolling basis following each meeting, for the inclusion of areas which may arise through the course of the year.
- 9.3 The Committee is empowered to agree its priorities and determine its own schedule of work within the programme.

## **10. LIST OF BACKGROUND PAPERS**

- 10.1 None.

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**London Borough of Barnet  
Business Management Overview  
and Scrutiny Committee  
May 2013 – May 2014**

Contact: Andrew Charlwood, 020 8359 2014, [andrew.charlwood@barnet.gov.uk](mailto:andrew.charlwood@barnet.gov.uk)

Subject	Decision requested	Cabinet Member	Author
<b>3 July 2013</b>			
Call-ins	<p>The Committee considered the following call-ins of decisions taken at Cabinet / Cabinet Resources Committee on 24 June 2013:</p> <ul style="list-style-type: none"> <li>- Development and Regulatory Services;</li> <li>- Housing Allocations Scheme Review; and</li> <li>- Sale of the Former Hendon Football Club Site</li> </ul>	Leader of the Council / Deputy Leader of the Council / Cabinet Member for Resources and Performance / Cabinet Member for Environment	N/A
Task and Finish Groups Recommendation Tracking – Early Intervention and Prevention Update	The Committee received an update on the methodology used by Delivery Units to RAG rate the progress made in implementing recommendations made by task and finish groups (with specific reference to the Early Intervention TFG reported to committee on 2 May 2013)	N/A	Family Services / Scrutiny Office
Members' Item – Scrutiny Review of Your Choice Barnet	The Committee considered a Members' Item in the name of Councillor Barry Rawlings and agreed to establish a task and finish group review of Your Choice Barnet	Cabinet Member for Adults	Scrutiny Office

Subject	Decision requested	Cabinet Member	Author
<b>16 September 2013</b>			
Housing Allocations Scheme Review and Introduction of a Placements Policy	In accordance with the request made at the 4 July 2013 meeting, the Committee will scrutinise the consultation findings, Housing Allocations Scheme Review and Placements Policy in advanced of Cabinet taking a decision on 24 September 2013.	Cabinet Member for Housing	Scrutiny Office / Director for Place
<b>7 October 2013</b>			
Petition WalkSafeN14	Committee to receive a petition which has received in excess of 2,000 signatures submitted by the WalkSafe N14 group	Cabinet Member for Environment	Scrutiny Office
Saracens Event Day Controlled Parking Zone Update	Committee to receive an update of the review of the Saracens Cophall CPZ scheme conducted at the end of the current season.	N/A	Development and Regulatory Services
Members' Item – Parking Policy (Councillor Alan Schneiderman)	Committee to consider a request from Councillor Alan Schneiderman to convene a task and finish group to consider parking issues in the borough.	Cabinet Member for Environment	Scrutiny Office

Subject	Decision requested	Cabinet Member	Author
Task and Finish Groups / Scrutiny Panels - Recommendation Tracking	<p>On-going monitoring of implementation of recommendations made by Task and Finish Groups and Scrutiny Panels (accepted by Cabinet only) at six-monthly intervals.</p> <ul style="list-style-type: none"> <li>• Contract Monitoring and Community Benefit TFG</li> <li>• Carbon Footprint TFG</li> <li>• Health and Social Care Integration TFG</li> </ul>	N/A	Scrutiny Office
Task and Finish Group Updates	Committee to receive an update on the currently convened Task and Finish Groups	N/A	Scrutiny Office
<b>18 November 2013</b>			
Task and Finish Groups / Scrutiny Panels - Recommendation Tracking	<p>Ongoing monitoring of implementation of recommendations made by Task and Finish Groups and Scrutiny Panels (accepted by Cabinet only) at six-monthly intervals.</p> <ul style="list-style-type: none"> <li>• Secondary School Places OSP</li> <li>• Early Intervention and Prevention Services (Children's Services) TFG</li> <li>• Education Strategy</li> </ul>	N/A	Scrutiny Office
Regeneration Annual Report	Committee to receive the Regeneration Annual Report to include Brent Cross / Cricklewood	Leader of the Council	Director for Place / Enterprise and Regeneration Lead Commissioner / DRS

<b>Subject</b>	<b>Decision requested</b>	<b>Cabinet Member</b>	<b>Author</b>
Equalities & Social Cohesion	Consideration of the draft Equalities and Social Cohesion Strategy	TBC	Commissioning Group
<b>6 January 2014</b>			
Housing Strategy	Committee to receive a report on the process for developing a Housing Strategy for Barnet	Cabinet Member for Housing	Director for Place / Housing and Environment Lead Commissioner / The Barnet Group (Barnet Homes)
<b>11 March 2014</b>			
Housing Development	Committee to receive an update on the progress of housing schemes agreed by Cabinet Resources Committee in June 2013.	Cabinet Member for Housing	Director for Place / Housing and Environment Lead Commissioner / The Barnet Group (Barnet Homes)
<b>23 April 2014</b>			
Overview and Scrutiny Annual Report	Members are requested to consider the Overview and Scrutiny Annual Report 2013/14 for reporting to Annual Council.	N/A	Scrutiny Office

Subject	Decision requested	Cabinet Member	Author
<b>Items to be allocated</b>			
North London Waste Authority	Committee to consider arrangements for scrutiny of the work of the North London Waste Authority (including possible joint scrutiny arrangements with other constituent boroughs)	Cabinet Member for Environment	Director for Place
Crime and Disorder Scrutiny	<p>Committee to determine arrangements for crime and disorder scrutiny 2013/14 to include:</p> <ul style="list-style-type: none"> <li>- New Policing Model;</li> <li>- Enhancements to Safer Communities Strategy;</li> <li>- Delivery against the Safer Communities Strategy 2011 – 2014; and</li> <li>- Update from the Barnet Community Safety Engagement Group</li> </ul>	Cabinet Member for Resident Safety and Engagement	Community and Well Being Assistant Director / Head of Community Safety
Skills, Enterprise and Employment Action Plan	<p>Committee to receive updates on:</p> <ul style="list-style-type: none"> <li>• progress made in delivering of the Skills, Employment and Enterprise Action Plan 2012 – 2015; and</li> <li>• details of the Council's approach to developing an Enterprise Strategy</li> </ul>	Leader of the Council	<p>Assistant Director Commissioning Strategy</p> <p>Director for Place / Enterprise and Regeneration Lead Commissioner</p>